

**August 15, 2012**

**The Board of Commissioners held its regular meeting August 15, 2012, in the Forand Manor Conference Room – at 5:30pm for the following reasons:**

- 1. Meeting Called to Order**
- 2. Roll Call**
- 3. Approval of Minutes of Previous Meeting of July 18, 2012**
- 4. Public Comment/Resident Concerns**
- 5. Executive Summary**
- 6. Consent Agenda – Department Reports**
  - Financial Management**
  - Housing Management**
  - Leased Housing**
  - Facilities Management/Modernization**
  - Resident Services**
- 7. Bid Award and Approval**
  - Tub Replacement/Wall Surroundings**
- 8. Resident Television Service - Discussion**
- 9. VFW Development Discussion and Updates**
- 10. Adjournment**

**The meeting was called to order at 5:35pm by Chairman, Cornelius**

**Flynn.**

**Upon a Roll Call, those “Present” and “Absent” were as follows:**

<b>Present</b>	<b>Absent</b>
<b>Cornelius Flynn, Chairman</b>	<b>Gladys Burns, Commissioner</b>
<b>Paul Charette, Commissioner</b>	<b>Ray Marcaccio, Attorney</b>
<b>Julio Castillo, Commissioner</b>	
<b>Lucia DeGamma-Therriaut, Vice Chairperson</b>	
<b>Tina Sullivan, Executive Director</b>	
<b>Paula Llera-Delgado, Administrative Assistant</b>	

**Others in attendance**

**Sharon King, Director of Housing**

**Approval of Minutes: 7/18/2012**

**Chairman Flynn asked if there were any questions or concerns regarding the minutes of:**

**7/18/2012**

**The Executive Director explained that the titles of Commissioners were listed incorrectly and would be changed accordingly. There being no questions or concerns a motion was made by Vice**

**Chairperson, Da-Gamma-Therriault to approve the minutes of 7/18/2012. This motion was seconded by Commissioner Charette and carried by all present.**

### **Public Comment/Resident Concerns**

**Chairman Flynn welcomed those in attendance to the meeting of the Board of Commissioners. Chairman Flynn asked if there were any public comments or concerns. There being no public comments or concerns, Chairman Flynn moved to the next topic on the agenda.**

### **Executive Summary**

**Executive Director Sullivan spoke about each department briefly, also mentioned that the Housing Authority was not awarded the ROSS Grant this year by HUD none of the PHA'S in the state of RI received the Grant.**

**Finance: Executive Director, Sullivan and Fee Accountant have started preliminary work on the fiscal year 10/1/12-9/30/13 budget. The CFHA is still waiting on final numbers from HUD.**

**Public Housing: Executive Director Sullivan explains that the Authority is facing a number of unit turnovers. The average occupancy turnaround rate is 19% and 100% occupancy ratings. The building envelope repairs - seal/paint project continues at the Wilfrid**

**Manor.**

**Chairman Flynn asked if there were any comments or concerns regarding the Executive Summary. There being no questions Chairman Flynn asked for a motion. A motion was made by Vice Chairperson, Da-Gamma-Therriault to accept the Executive Summary. Seconded by Commissioner Charette and passed by all.**

### **Consent Agenda**

**Executive Director Sullivan briefly explained each monthly report by department. All departments are operating smoothly, and haven't had any problems or issues to bring in front of the board.**

**Chairman Flynn asked if there were any comments or concerns regarding the Consent Agenda. There being no questions Chairman Flynn asked for a motion. Vice Chairperson, DeGamma-Therriault made a motion to accept the consent agenda. Seconded by Commissioner Charette and passed by all.**

### **Bid Award and Approval: Tub Replacement/Modernization:**

**Executive Director Sullivan provided the Board with information regarding the bid for the tub replacements and the wall surroundings. The installation would consist of (122) bathtubs and wall**

**surroundings and a maximum of (5) walk-in shower replacement units.**

**It is the recommendation of the Executive Director, and bid review committee that the bid be awarded to BathFitters based on the previous working relationship with the CFHA, the history of the BathFitters working with RI Housing Authorities, the local availability of service if needed, and the (5) year warranty. The alternate Bidder is located in Arizona, did not bid to install a “seamless” wall surround as requested in the bid docs, requires the CFHA to store units on site, stated a minimum delivery charge for each unit and does not include bond certificate fees in their bid.**

**There being no questions Chairman Flynn asked for a motion. Commissioner Charette made a motion to approve the tub replacements and the wall surroundings and award the project to BathFitters. Seconded by Vice Chairperson, DeGamma-Therriault and passed by all.**

#### **Resident Television Service: Discussion only**

**Executive Director Sullivan explains the television service/channels that are provided to the residents for free by the Authority is costing the CFHA \$900.00 dollars every time a controller on the roof needs to be replaced. Executive Director Sullivan suggested that the board**

come to an agreement to slowly due away with the service as the controllers need repairing or replacement. She also explains that the Authority is currently wired for Verizon Fios or Cox Cable for any resident that chooses to go into contract directly with those companies.

After much discussion the board agreed to maintain 1 controller which equals to 1 channel.

### **VFW Development: Discussion & Updates**

Executive Director Sullivan asked for a motion from the board to amend the agenda to discuss and make a motion to move forward with the process regarding the demolition of the VFW Hall. A motion was made by Vice Chairperson Lucia DeGamma-Therriault to amend the agenda, and seconded by Commissioner Charette.

Executive Director Sullivan explained to the board that Angelo from Segue withdrew his interest in partnering with the Affordable Housing/CFHA of the VFW Hall, and that all meetings/discussions have ceased. Executive Director Sullivan provided the board with 4 quotes from companies to demolish the VFW Hall, and after much discussion the board agreed to continue with obtaining legal information, and hold off on making a decision until the information is provided.

### **Executive Session**

**The Board of Commissioners did not go into Executive Session at the August 15, 2012 meeting.**

**Chairman Flynn asked if there were any addition comments or concerns, any new or old business to come before the board. There being no further business to come before the board, a motion was made by Vice Chairperson DeGamma-Therriault and seconded by Commissioner Charette to adjourn the meeting at 6:40pm. The motion was carried by all.**